

**HOLLIS SCHOOL BOARD
ORGANIZATIONAL MEETING
APRIL 1, 2020
MEETING MINUTES**

The Organizational Meeting of the Hollis School Board was conducted on Wednesday, April 1, 2020 at 10:04 a.m. at the Hollis Brookline Middle School Library.

Andrew Corey, Superintendent, presided:

Board Members Participating Electronically: Robert Mann
Tammy Fareed
Brooke Arthur
Amy Kellner
Carryl Roy

Members of the Board Absent:

Also Participating Electronically: Gina Bergskaug, Assistant Superintendent
Bob Thompson, Assistant Superintendent of Student Services
Paula Izbicki, Principal, Hollis Primary School

Superintendent Corey called the Organizational Meeting of the Hollis School Board to order.

In accordance with [NH RSA 91-A:2, III \(b\)](#), Superintendent Corey stated, due to the COVID-19/Coronavirus crisis, and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Board is authorized to meet electronically.

Board members and members of the Administration were participating via Zoom. Each member of the Board was asked to state, for the record, where they were, why their attendance in person was not reasonably practical, who, if anyone, was with them, and whether or not they were able to hear the proceedings.

Member Kellner

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Member Fareed

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Member Arthur

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Member Mann

Stated he was participating electronically from home, his attendance in person was not reasonably practical due to COVID-19, he was alone in the room he was in, and he could hear the proceedings.

Member Roy

Stated she was participating electronically from home, her attendance in person was not reasonably practical due to COVID-19, she was alone in the room she was in, and she could hear the proceedings.

Superintendent Corey noted he was present at the Hollis Brookline Middle School (HBMS) along with Bob Thompson, Assistant Superintendent and Richard Raymond, Network Administrator who was providing technology assistance. The decision was reached to broadcast from the HBMS as it provides the most tech support and allows, should members of the public attend, to provide proper social distancing.

Noted was that those present could hear those participating electronically, and that all votes would be taken by Roll Call.

ORGANIZATION OF SCHOOL BOARD

ELECTION OF OFFICERS

Superintendent Corey called for nominations for Chairman of the Hollis School Board for the 2020-2021 term.

**MEMBER FAREED NOMINATED MEMBER MANN
SECONDED BY MEMBER KELLNER**

ON THE QUESTION

Member Fareed remarked this is not the time for a change in leadership. Member Roy stated agreement.

Member Mann stated he would accept the nomination understanding the desire not to have a change in leadership during this difficult time. However, when this issue is behind us, he would request the Board reorganize. Superintendent Corey stated his understanding of Mr. Mann's work commitments, and spoke of his appreciation for his willingness to continue in this role.

**VOTE ON ELECTION OF ROBERT MANN TO THE POSITION OF CHAIRMAN OF THE
HOLLIS SCHOOL BOARD FOR THE 2020-2021 TERM**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur

4

Nay:

0

MOTION CARRIED

Member Mann Abstained

Superintendent Corey declared Robert Mann Chairman of the Hollis School Board for the 2020-2021 term.

As Superintendent Corey was physically located in the designated meeting location, Chairman Mann requested he continue to preside over the meeting.

Superintendent Corey called for nominations for Vice-Chairman of the Hollis School Board for the 2020-2021 term.

**MEMBER ROY NOMINATED MEMBER FAREED
SECONDED BY MEMBER MANN**

**VOTE ON ELECTION OF TAMMY FAREED TO THE POSITION OF VICE-CHAIRMAN OF
THE HOLLIS SCHOOL BOARD FOR THE 2020-2021 TERM**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur, Robert Mann
5
Nay: 0

MOTION CARRIED

Superintendent Corey declared Tammy Fareed Vice-Chairman of the Hollis School Board for the 2020-2021 term.

Superintendent Corey called for nominations for Secretary of the Hollis School Board for the 2020-2021 term.

**MEMBER ROY NOMINATED MEMBER ARTHUR
SECONDED BY MEMBER MANN**

**VOTE ON ELECTION OF BROOKE ARTHUR TO THE POSITION OF SECRETARY OF THE
HOLLIS SCHOOL BOARD FOR THE 2020-2021 TERM**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Tammy Fareed, Brooke Arthur, Amy Kellner, Carryl Roy, Robert Mann
5
Nay: 0

MOTION CARRIED

Superintendent Corey declared Brooke Arthur Secretary of the Hollis School Board for the 2020-2021 term.

Noted was that the signers of the Manifests would remain unchanged for the 2020-2021 term.

Items that would normally be addressed during this meeting, which include acceptance of prior meeting minutes, policies BCA - Board Member Code of Ethics and DFA - Investment, and committee assignments were postponed.

AGENDA ADJUSTMENTS

Superintendent Corey informed Board of the suggestion received from legal counsel that the policy around public input could be paused at this time. The hope is that the need for electronic meetings would not go beyond this and perhaps next month's meeting. From there, it is hoped a determination will be able to be made as to where we stand in regard to the emergency situation. He questioned the will of the Board.

Vice Chairman Fareed commented Member Roy previously mentioned a feature within Zoom whereby participants essentially raise a hand to be acknowledged. Member Roy remarked when in a Zoom webinar function, you can restrict all of the people from doing anything other than raising a hand to be called upon or putting something into a Q&A, which could go directly to the organizers or all attendees.

Vice Chairman Fareed commented on information the Board has received from the New Hampshire School Board Association and other sources as well as the SAU that, under these emergency circumstances, the recommendation is perfectly legal and ethical, but if this situation does continue a great deal longer than is hoped, she would like this option to be researched so that such an option could be utilized to allow the public to participate in real time.

Member Roy stated agreement noting her hesitancy to remove public comment at a time like this. She has heard a good many questions from members of the community, and would not want to rely on questions being brought forward second hand. She stated a desire for the option to be looked into perhaps even for the May meeting.

Superintendent Corey stated he and Assistant Superintendent Thompson were looking into the option, and noted no members of the public were connected at this time. He has received some emails, which he intends to respond to.

PUBLIC INPUT - None

DISCUSSION

- COVID-19

Superintendent Corey stated the District closed officially on the 13th. There were two professional development days on the 16th and 17th, and we were up and running remotely on the 18th. There are still districts in the State that are not yet up and running. Many did not start until last week. We are all encountering a number of different things as we go through this.

We continue to allow access to our buildings for our families and to serve meals. He commended Amy Cassidy and her food service crews. They are doing an outstanding job on Mondays and Wednesdays. He encouraged anyone in need of services like that to reach out to Amy. In Hollis, meals are picked up at the HBMS, and in Brookline at the Richard Maghakian Memorial School.

In terms of facilities, the custodians are doing a deep clean with the hope students will be returning on May 4th.

- Remote Learning

In terms of remote learning education, the hope is to expand the use of Zoom at all grade levels. We are working with the teachers for them to host assignments 2-3 days or for the week, if possible, and working with them to assist students by chunking assignments. We will be starting some remediation; each grade level will work with their building administrators to determine a time where, on a weekly basis, that teacher is there to help students catch up, e.g. better understand a concept they may have struggled with, and to move the student and family forward. We have had some very good successes and have hit some bumps. As you can imagine, everyone's technology skill is different, and everyone's home situation is different. We are encountering some difficulties with the number of people in a particular home that need to be online at the same time, and are trying to create more flexibility.

He commended Assistant Superintendent Thompson and Amy Rowe, Student Services Transition Coordinator, for their dedication to our special education students. They have reached out to all families, and have been working closely with them to ensure we are meeting the needs.

In some cases, some of the needs will not be able to be met because of the remote learning style. That will entitle some families to compensatory services, which is a mechanism that is built into the special education laws allowing families to access services after this situation is behind us. That will come at a cost to the District. Assistant Superintendent Thompson and Ms. Rowe are working on determining what that will look like.

Kelly Seeley, Business Administrator, and her colleagues have been doing yeoman's work so that the manifests continue to be put out. Timesheets have been created with accompanying logs to track all personnel so that we have an accounting of exactly what is being done and compensated for. Next week, the SAU will be working with a bond/lease attorney as we will be looking to go out to bid for the facilities project that was passed. We will begin facilities meetings remotely, through Zoom, in the coming weeks.

He thanked Assistant Superintendent Bergskaug for her efforts in leading the SAU from a curriculum standpoint.

He spoke of the efforts to balance the social emotional wellness of students and adults. These are difficult times; 24/7 news does not help. Some of the most recent messages are very difficult for adults to deal with let alone young children. The District is trying to incorporate activities in the coming weeks. A spirit week will be incorporated K-12. All students will have different dress up ideas and activities. They will be asked to take pictures and submit them to the Principals, etc. There are things coming online through the physical education department that will allow students to go out and practice some of their skills. These will all be done in the one person format to keep social distancing. We will also be doing a number of things to start to look at how we can better access what people have at home in their yards to again de-stress. The overwhelming response to everything we have done has been positive.

A number of emails have been received recently asking for either guidance, clarification, or an opportunity to revisit certain things. All of that is in progress. At the conclusion of this meeting, is a scheduled Zoom meeting with all administrators across the SAU.

Member Roy spoke of feedback she has gotten indicating what students have received from teachers is not consistent. Understanding there is at least another 5 weeks ahead of us, there is the need to set standards, guidelines, expectations for everyone to follow.

Vice Chairman Fareed remarked what she is hearing from families having students in the Hollis School District is that they are feeling the deficit of facetime with the teachers. Some teachers jumped right into the remote learning and have the technology and presence to handle it while others are not live on camera with the students. If there is a way to train and/or encourage real face time for the youngest students, she believes it would be beneficial for both students and parents.

Principal Izbicki remarked the administration has heard that feedback as well. Knowing that the first three weeks was spent getting everything together, they have been getting everyone trained on Zoom. They have been doing informal meetings with their colleagues to get used to the software. They have finally gotten everyone up and running back to their Professional Learning Communities. Professional Learning Communities (PLCs) are where grade levels can collaborate on curriculum and meeting student need. They have created a week-long communication chain so that they can get things more consistent. It is her belief, as things move forward, all of the concerns expressed will be addressed. It was a whirlwind of resources and everyone trying to help everyone where they had to take a collective deep breathe and look at the need for consistency. The feedback is very well received.

Chairman Mann stated appreciation for the efforts in regard to consistency noting he has heard feedback relative to lack of consistency of delivery creating some stress in that some students are unable to find some of their assignments. They are believing they are current only to find they have not received them all. He suggested some point of contact from the teachers on a regular basis as opposed to simply assignments. He requested the administration continue to look into those opportunities going forward.

Member Kellner remarked she has felt herself and heard comments regarding the desire for additional instruction via Zoom. In particular, for math, it seems there has been a lot of work pushed down and the instruction is falling on the parents, which is causing some stress. At home we can't quite achieve all of the curriculum and all of the elements that would have been addressed in the classroom. She is finding and is hearing from other parents that the workload is heavy. She suggested perhaps some opportunities for enrichment for students that want it and some basics for others.

Vice Chairman Fareed commented on an educator her children had at HUES who, throughout the year, was consistent at handing out rubrics for what an A level work is, B level work, etc. She found that very helpful as an educational tool for the student to decide what they wanted to commit, but also as a clarification of what the teacher's expectations were. She questioned if something similar, not so much based on grades, but where each teacher creates some kind of map for grade level expectation, enrichment, advanced/challenge, etc.

Member Arthur spoke of time expectations as something she has not yet seen and something she would find helpful; how much time students are expected to spend on various assignments and overall on a daily basis. The letter had recommendations. She is uncertain if that is what the District is utilizing.

Superintendent Corey noted an update would be provided to families the following day. Part of that is an educational survey (K-12) seeking this type of feedback from all families. The Administration is looking to balance the time on task versus the environment we are in. There is great respect for the fact that parents are not usually the deliverer of education. The Administration will work towards providing more via

Zoom. This feedback is timely given this meeting will be followed by one with the Administrators. Our teachers are very open. It is a new environment for everyone. From Principal Izbicki's comments it is already starting to happen. He noted he and Principal Fowler had a discussion the previous evening and a follow-up meeting earlier in the day. She is working on pieces that will roll out next week.

Member Roy commented she has a kindergarten and a 2nd grade student, and their two teachers have been incredible; very responsive, absolutely providing tons of materials and support. Her kindergartener receives a daily video message from her teacher with the daily greeting. Her Friday videos are in the kitchen and are called food Fridays. She teaches the kids how to make a healthy snack. They have been having a wonderful experience. Her 2nd grade student received her first video message from her teacher today, and it was awesome. Top notch experience for them.

Vice Chairman Fareed commented aside from the tragedies that are occurring around us and the very tough fiscal issues that are bound to hamstring us going forward and overcoming the situation we are in, the silver lining is the 21st century tech learning, which will ultimately be very good for public education.

Superintendent Corey noted the Board will be provided an update on the discussions conducted with the Administration.

Chairman Mann noted the communication provided by the Administration has been exemplary.

Asked, Superintendent Corey stated he did not believe the Administration would move to a four-day work week. Later in the day, they would discuss working by grade level so that, on certain days, there would be more of a remediation day where faculty members are available, but you are not getting new items pushed out. He stated the belief if they went to everyone at once or a four-day work week we would continue to overload the internet systems of some homes. That is one of the pieces of feedback that has been received; that a number of high school students are doing their work later in the day. Although not moving to a four-day work week, they will build in a remediation or acceleration day so that those students who are looking to go a little further will have something, and those students who need to check in again with their teacher will have that ability as well.

Also being discussed will be grading. From an elementary perspective, he believes they will be moving, for the third trimester, to a pass/fail. A final decision has not yet been reached. Different discussions are being had at the middle and high school as grades have a different impact.

- Hollis School District Calendar 2020-2021

Assistant Superintendent Bergskaug noted the proposed calendar follows the traditional calendar whereby teachers return the Monday prior to Labor Day. Monday, Tuesday, and Wednesday are professional development days for teachers, and Thursday, September 3rd would have all students returning to school. Labor Day is very late this year; September 7th, which means the start of school is September 3rd. Professional development days are proposed for September 8th and November 3rd due to voting occurring at the high school and the Captain Samuel Douglass Academy.

There are no professional development days proposed for the March timeframe (moved to September). The last day of school is proposed for June 23rd, which would include 5 snow days. The last teacher day would be Friday, June 25th.

Although it is strange for families to go back to school for 2 days and then have a four-day weekend, it is a good day to have professional development for our staff. When we open school and the Superintendent presents to everyone, most teachers are really thinking about what needs to be done to prepare their classrooms. They are really focused on getting ready for their students. Once students return and we establish a few days of routine for them, then we can talk about professional development, learning, and what we are doing as a SAU.

Vice Chairman Fareed questioned the end date and whether there is some flexibility for an earlier end date, assuming snow dates are not an issue. Assistant Superintendent Bergskaug noted the 178 days are contractual and there is a great deal to be considered along with the other two districts. At the end of the day, the Superintendent would make the decision as to whether or not to make up the snow days.

When developing the calendar, before COVID-19 became front and center, there was discussion of whether there was the potential to figure out what our capacity was for some sort of remote learning. Now we know we have the capacity to do it. However, there remain questions such as the ability to loan technology to families for a snow day, whether there would be power on a snow day, etc.

**MOTION BY MEMBER ROY TO APPROVE THE 2020-2021 HOLLIS SCHOOL DISTRICT CALENDAR, AS PRESENTED
MOTION SECONDED BY MEMBER MANN**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur, Robert Mann

5

Nay:

0

MOTION CARRIED

Chairman Mann departed at 10:53 a.m.

NON-PUBLIC SESSION

MOTION BY MEMBER FAREED THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (a) THE DISMISSAL, PROMOTION OR COMPENSATION OF ANY PUBLIC EMPLOYEE AND RSA 91-A:3, II (c) TO DISCUSS A MATTER, WHICH IF DISCUSSED IN PUBLIC, WOULD LIKELY AFFECT ADVERSELY THE REPUTATION OF A PERSON, OTHER THAN A MEMBER OF THE BODY OR AGENCY ITSELF

MOTION SECONDED BY MEMBER KELLNER

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur

4

Nay:

0

MOTION CARRIED

The Board went into non-public session at 10:55 a.m.

The Board came out of non-public session at 11:33 a.m.

DELIBERATIONS

- To see action the Board will take regarding the Administration’s recommendations regarding teacher nominations.

**MOTION BY MEMBER FAREED TO ACCEPT THE SUPERINTENDENT’S RECOMMENDATION FOR TEACHER NOMINATIONS, AS PRESENTED
MOTION SECONDED BY MEMBER KELLNER**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur 4
Nay: 0

MOTION CARRIED

ADJOURNMENT

**MOTION BY MEMBER ROY TO ADJOURN
SECONDED BY MEMBER KELLNER**

A Viva Voce Roll Call was conducted, which resulted as follows:

Yea: Amy Kellner, Tammy Fareed, Carryl Roy, Brooke Arthur 4
Nay: 0

MOTION CARRIED

The Organizational Meeting of the Hollis School Board was adjourned at 11:34 a.m.

Date _____ Signed _____

Hollis School District

Recommendations for Contract Renewals 2020/2021

Annual Contracts: Please indicate if professional was on continuing contract in another NH District by putting (CC) next to their name. If so, they move from non-continuing contract to continuing contract when advancing from Year 3 to Year 4.

Year 2 Professional	Grade	Year 3 Professional	Grade
Kimberly Cayot	Preschool	Lindsey O'Brien	Grade 2 Teacher
		Tara Happy (.81)	Environmental Science
		Christina Remick	Kindergarten
Year 4 Professional	Grade	Year 5 Professional	Grade
Paula Grieb	Spanish Teacher	Brittany Ducharme	Case Manager
Jesse Parent	Music Teacher	Jared McMullen	Grade 5 Teacher
		Stacie Sanborn	Nurse
		Amanda Tanguay	Grade 6 Teacher

Annual to Continuing

Jennifer Hannon	Grade 1 Teacher
Heidi Moore (CC)	Case Manager
Ashley Starkey (Walker)	Kindergarten
Michael Vetack	Grade 6 Teacher
Jeri Williams	School Psychologist

Continuing Contracts

Grade PK/K	Grade 1	Grade 2	Grade 3
Christina Langley	Jessica Cue	Gregory Ashley	Catherine Gardner
Nancy Lemay	Jennifer Goldthwaite	Sarah DeLisle	Susan Lewis
Amy Young	Ellen Roos-Unger	Carol Cornell-Smith	Michelle O'Brien

	Christine Roy	Mary Jo Naber	Matthew Ostrowski
			Julie Somorrostro
Grade 4	Grade 5	Grade 6	Special Education
Susan Caron	Jonathon Rubin	Colleen McBride	Brenda Golia
Jamie Gough	Lisa Stone	Caryn Miller	Nancy Kring - Burns
Elizabeth Keegan		Robert Pooler	Karen Marinaccio
Nicolasa Moreau			Mary Martin
Amye Renaud			

Specialist Team	Reading Team	Other	Other
Samantha Boudreau	Traci Ekberg	Susan Carlon-Giles - Math	
Elizabeth Currier	Heather Nelson	Raymond Daneau - Guidance	
Carrie Cormier	Kari Raiano	Karen Kelley -Math Support	
Brenda Nickerson	Sandra VanSciver	Ellen Lencsak - Nurse	
David Olszewski	Margo Wood (.5)	Amy St. Hilaire - Psychologist	
Alexander Pope		Melaine Tafe-White - Math	
Sarah Proulx		MaryLee Walsh - Guidance	
Leslie Russell			
Adam Wallis (.6)			
Thomas Williamson			